



## OTHER IMPORTANT INFORMATION TO KNOW

1. Each student is required to meet with his/her major advisor at least once a semester. An **advisor hold** is placed on the student's registration screen and is removed after meeting with the advisor.
2. A registration time is assigned to each student, based on class rank (grads, seniors, etc.). You can check on STARS for your assigned day and time after the 10<sup>th</sup> day of classes. You cannot register until that day and time has passed. Holds can be placed on your registration for such things as the "advisor hold", billing and receivables for late payments, health encumbrance, etc. These holds have to be cleared before registration can take place.
3. Academic progress for each student is tracked by computer on a WARD report. Each student can access his/her WARD on the STARS system or through the academic advisor. The Student Degree Plan (semester plan of courses) is also available through STARS.
4. You have two grade point averages (GPA). One is the cumulative GPA, which consists of all courses taken at Western. The other is the major GPA, which includes only the major courses. Both of these can be found on the WARD report. To calculate your GPA go to: <http://www.wiu.edu/registrar/gpa.php>
5. Special permission is required for most of the elementary, early childhood and special education courses. Forms are available in the COEHS Advising Center (HH91) or through your advisor. Receiving special permission reserves a seat in the class, regardless of your registration date. Hence, the earlier you request special permission, the better chance of getting the section you want.
6. Read the detailed description on STARS to determine what courses require special permission.
7. You must be accepted to TEP to register for junior level courses. Refer to TEP handbook for requirements ([www.wiu.edu/cpep](http://www.wiu.edu/cpep)).
8. A grade of "C" or better is required in the following courses: ENG 180, 280, COMM 241, STAT 171; all education courses; and all other courses required for licensure.
9. There are several State Licensure tests you must successfully pass before you can be licensed in Illinois. These tests are given several times during the year. Refer to the following website for more detailed information, including registration, study guide and sample test: <http://www.il.nesinc.com/>
  - a. The Test of Academic Proficiency (#400) test should be taken during the first semester of the sophomore year. Must be successfully completed for entrance to TEP. ACT Plus Writing (<http://www.actstudent.org>) or SAT scores (<http://satcollegboard.org>) can be used in lieu of TAP test.
  - b. The Content test (ECH #107; ELED #701; SPED #155 and #163; Middle School: Language arts #201, Math #202, Science #203 or Social Science #204) must be passed prior to the student teaching semester.
  - c. Target Language Proficiency (Spanish #056) for **bilingual majors only**. Must be passed prior to student teaching.
  - d. The edTPA is completed during the student teaching semester and must be passed before licensure will be granted.
10. Teacher Education General Program Handbook may be found on [www.wiu.edu/cpep](http://www.wiu.edu/cpep).
11. **You are ultimately responsible for the timely completion of all requirements to attain your license and degree. The Teacher Education Handbook explains this process thoroughly. Please read ALL information given to you and check the COEHS Advising Center Website ([www.wiu.edu/cpep](http://www.wiu.edu/cpep)) and your WIU email frequently.**